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10-15-2018

## University of Northern Iowa Graduate College Curriculum Committee Minutes, October 15, 2018

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**MINUTES OF**  
**GRADUATE COLLEGE COMMITTEE ON CURRICULA**  
**October 15, 2018**

Present: C. Nielsen, S. Onken, R. Al-Mabuk, G. Olivares, J. Smothers, D. Wallace, G. Pohl, D. Cyphert

Absent: C. Miller, S. Moore, E. Sutton

Guest: O. Grybovyh

The meeting was called to order by Chair G. Olivares at 12:03 p.m. in Lang 115.

**I. Welcome and Introductions**

GCCC Chair Olivares welcomed all present. Introductions followed. G. Olivares stated that both S. Moore and E. Sutton had contacted her about needing to miss the meeting but submitted their vote.

**II. Approval of Minutes**

October 8 meeting minutes were shared electronically. Minutes were approved.

G. Olivares stated she will resend past minutes so they are all consistently documented in the present tense.

**III. Consent Agenda**

G. Olivares asked if there are any items on the consent agenda that should be moved to the regular agenda.

No items were removed from the consent agenda.

**IV. Consent and Regular Agenda for Department of Health, Recreation and Community Services**

G. Olivares stated since we are not having a pre-meeting regarding the revised changes, we will discuss the consent and regular agenda and vote on the curriculum packet with one motion.

C. Nielsen moved to approve the Department of Health, Recreation and Community Services consent and regular agenda. R. Al-Mabuk seconded.

**Courses on the Consent Agenda**

- HPE 4580 Environmental Health, Field Methods, Technology, and Laboratory Applications (editorial, department name, terms offered)
- HPE 4665 Environmental Health Science (editorial, department name, term offered)
- HPE 4666 Environmental and Occupational Health Regulations (editorial, department name, term offered)
- LYHS 4116/RTCS 3777 Special Events Management (editorial, title, prefix, number, description, dropping prerequisite, terms offered)
- LYHS 4778/RTCS 3778 Community Based Tourism (editorial, department updated, prefix, number description, dropping prerequisite, terms offered, frequency)
- LYHS 3991/RTCS 3991 Philosophical Ideologies of Therapeutic recreation (editorial, department name, title, description, prefix, term)
- LYHS 4070/RTCS 4330 Research and Evaluation in Recreation, Tourism and Community Services (editorial, department name, title, prefix, change in prerequisite at undergraduate level)
- LYHS 4115/RTCS 4310 Areas and Facilities in Recreation, Tourism and Community Services (editorial, department name, title, description, prefix, change in prerequisite at undergraduate level)

- LYHS 4116/RTCS 3777 Special Events Management (editorial, department name, title, description, prefix, term)
- LYHS 4339/RTCS 4210 Nonprofit Leadership Practicum, Level II (editorial, department, prefix, number, description, prefix update of prerequisite)
- LYHS 4265/RTCS 4290 Recreation, Tourism and Community Services Field Experience (editorial, department update, prefix, number, description)
- LYHS 4115/RTCS 4310 Areas and Facilities in Recreation, Tourism and Community Services (editorial, prefix, number, description, prerequisites, terms offered)
- LYHS 4070/RTCS 4330 Research and Evaluation in Recreation, Tourism and Community Services (editorial, prefix, number, prerequisites)
- LYHS 4552/RTCS 4552 Theory and Practice of Outdoor Education (editorial, title, prefix)
- LYHS 4553/RTCS 4553 Trends and Issues in Outdoor Recreation (editorial, prefix, term offered)
- LYHS 4554/RTCS 4554 Managing Recreation Impacts on the Natural Environment (editorial, prefix, description, frequency)
- LYHS 4556/RTCS 4556 History of Outdoor Recreation (editorial, department name, prefix)
- LYHS 4621/RTCS 4621 Camp Staff Development (editorial, prefix)
- LYHS 4623/RTCS 4623 Field Experience in Camp Counseling (editorial, department name, prefix)
- LYHS 4625/RTCS 4625 Camp Management Systems (editorial, department name, prefix)
- LYHS 4776/RTCS 4776 Eco, Adventure and Sport Tourism (editorial, department name, prefix, description, change in prerequisite, term offered)
- LYHS 4778/RTCS 3778 Community Based Tourism (editorial, department name, title, description, prefix, term)
- LYHS 4779/ RTCS 4779 Community Planning Workshop (editorial, prefix, term offered)
- LYHS 4995/RTCS 4995 Assessment, Programming and Evaluation in Therapeutic Recreation (editorial, department, prefix, description, undergraduate prerequisites, term offered)
- LYHS 4996/RTCS 4996 Intervention Techniques in Therapeutic Recreation (editorial, department name, prefix, description, undergraduate prerequisite requirements, term offered)
- LYHS 4997/RTCS 4997 Administrative Practices in Therapeutic Recreation (editorial, department name, prefix, description, undergraduate prerequisites, term offered)

**Courses to be shredded. No proposed changes.**

- LYHS 6200/RTCS 6200 Historical and Philosophical Foundations of Recreation, Tourism and Community Services (editorial, prefix, title)
- LYHS 6201/RTCS 6201 Social Policy and Issues in Recreation, Tourism and Community Services (editorial, prefix, title, description)
- LYHS 6202/RTCS 6202 Social Psychology of Leisure (editorial, prefix, description)
- LYHS 6203/RTCS 6203 Philanthropy and Nonprofit Development: An Overview (editorial, prefix)
- LYHS 6285/RTCS 6285 Readings (editorial, department name, prefix)
- LYHS 6295/RTCS Internship (editorial, department, prefix, description)
- LYHS 6299 Research (editorial, department, prefix)
- LYHS 6402 Strategic Program Management (editorial, prefix, description, term offered)
- LYHS 6404/RTCS 6404 Marketing the Youth/Human Service Agency (editorial, prefix)
- LYHS 6406/RTCS 6406 Fundraising and Grant Seeking for Nonprofit Agencies (editorial, department name, prefix)
- LYHS 6408/RTCS 6408 Financial Decision Making for Youth/Human Service Agencies (editorial, prefix)
- LYHS 6410/RTCS 6410 Evaluation, Research and Accountability (editorial, prefix)
- LYHS 6412/RTCS 6412 Management Issues in Recreation, Tourism and Community Services (editorial, prefix, title change, description)
- LYHS 6414/RTCS 6414 Models for Intervention with Youth (editorial, prefix)

- LYHS 6416/RTCS 6416 Youth Development in Nonprofit Organizations (editorial, prefix)
- LYHS 6418/RTCS 6418 Personnel Management and Supervision in Youth/Community Services (editorial, prefix, title, description)
- LYHS 6420/RTCS 6420 Trends and Issues in Philanthropy/Nonprofit Development (editorial, prefix)

### **Course on the Regular Agenda**

- HPE 4667 Human Toxicology for Environmental and Occupational Health: Principles and Applied Case Studies (substantive, title, description, revising prerequisites, terms offered, frequency, department name)

G. Olivares asked if there was any discussion. C. Nielsen asked for a review as to why the excel document has RTCS as the prefix and the agenda has LYHS listed.

O. Grybovych explained that the original name change was to go from Leisure, Youth and Human Services/LYHS to Recreation, Tourism and Community Services/RTCS. After the name change was submitted as a part of the curriculum packet, the department met with the advisory board. The board expressed concerns that the new title wasn't representative of all of their programs since they have a large number of students who go into non-profit management. Initially the faculty hoped to revise the name change to Recreation, Tourism and Nonprofit Leadership/RTNL but they missed the deadline. Therefore they pulled the name change. The department plans to resubmit the name change in the next curriculum cycle.

R. Al-Mabuk asked about the process of curriculum proposals if the name change is submitted. O. Grybovych explained that it is her understanding that once the title change is approved, course prefixes, titles and descriptions will be revised to have RTNL instead of LYHS and items will not need to be voted on individually. D. Wallace replied in the affirmative.

O. Grybovych stated that HPE 4667 frequency will be changing to variable rather than as listed in LeapFrog. The department decided it would be better to advise students on when the course will be offered versus promising it a certain semester and then they are unable to offer it.

C. Nielsen asked about the graduate student enrollment and their need for this course. O. Grybovych stated that typically there are 12-15 graduate students in the Health Promotion program but it is not a required course at the graduate level, but is an elective option. O. Grybovych highlighted that this is only a required course for undergraduate students in the environmental health emphasis.

**Chair Olivares called for a vote on the motion to approve the Department of Health, Recreation and Community Services consent and regular agenda; motion carried and was approved unanimously.**

## **IV. Vote Procedures**

Chair G. Olivares asked for discussion regarding possible changes in voting. The GCCC's general guideline has been that if there are three or more changes, the item would go on regular agenda. If there are only one or two editorial changes the item would go on consent agenda.

D. Cyphert mentioned that those course changes that would be affected because of a department/prefix change, as was mentioned by O. Grybovych, could go on the consent agenda but she would prefer they still show up somewhere. D. Cyphert added it would be helpful to keep courses in numeric order so easier to check online with Leapfrog. D. Cyphert added that courses could have a symbol of some sort if they are only being affected by a name change so the committee doesn't spend much time on them.

G. Olivares asked for suggested changes in pre-meetings, or meetings in general. R. Al-Maluk stated it is helpful to have department representation to answer any questions. G. Olivares asked if it is minor changes

and everything is on the consent agenda, do department representatives need to attend both, one or neither meeting. D. Cyphert stated it is most helpful if they are at the pre-meeting and then can be told if they need to come back for regular meeting.

D. Cyphert added she would like to see that the GCCC votes on curriculum proposals when the departments are present so they know the outcome before they leave the regular meeting.

G. Olivares will take all of the suggestions into consideration for the 2020-2021 curriculum cycle.

The meeting adjourned at 12:21 p.m.

Respectfully submitted,

Joan Smothers  
Office of the Registrar

jps

cc: UCC  
GCCC  
Guests